

Montana Partner Libraries

Conference Call Minutes

December 9, 2008

12:05

Roll Call

Bitterroot Public: Gloria Langstaff, Nansu Roddy

Drummond: Jodi Oberweiser

Flathead: Patty Jones, Kim Crowley

Glendive: Dawn Kingstad

Hearst Free: John Finn

Miles City Public Library: Sonja Woods, Hannah Nash

Miles Community College Library: Absent

Mineral County: Guna Chaberek

Missoula: Claire Morton, Honore Bray

Frenchtown: Steve White

North Valley Public: Absent

Polson City: Absent

MSL: Ken Adams, Jemma Hackerbath, Bob Cooper

Lincoln County Public Library: Sami Pierson

Call to Order: Sonja called the meeting to order at 12:02 pm

Additions to the Agenda: Item 5 was moved to 3.

Approval of Meeting Minutes: Honore made a motion to approve the October 2, 2008 minutes

New Business:

1. Consensus of what constitutes a "New Book" for the purpose of 10-day circulation (NVPL)

Patty explained that she has difficulty telling patrons which items receive "New Book" status. She had an example of a 2006 item that was a "New Book".

Claire explained that often when a book has multiple holds it will cycle faster if it is given the 10-day status. This may also be used for books that are "new" to a library.

Kim stated that while it is mostly used for "New Fiction", it is also used when holds pile up on a non-fiction book. She further explained that she usually leaves items on 10 day checkout for 6 months; except when nearing end of purchasing year when she may extend that status to 8 months to keep more books circulating and on the shelves at branch libraries.

Sonja mentioned that **it is up to each library to determine their 10-day items.**

Kim replied that it may get sticky – for example, Montana, DVDs rather than just Fiction and maybe the rule should not be so general.

Claire pointed out that when it comes to "high demand" items, each library determines the status of the items.

Kim wants to make sure that it doesn't give a library the idea that they can join partners and mark anything 10-day limit.

Patty read the **POS which states that 10-day status is determined by the Partner Library.**

2. Marking items with multiple pieces (Patty Jones- FCL)

Patty has noticed that many cassettes, video tapes, CDs, etc. (individual pieces of an item) from some libraries, are not marked to match the information on the cases.

Sonja suggested that **libraries should mark each item with either the Library Name or ID#.**

3. Proper procedure for discarding trace items with lots of holds (Jemma Hackbarth)

Certain titles have a lot of HOLDS such as (Twilight 173) have become lost but when it is checked in from Discard, it is picked up again by the HOLDS rotation.

She asked whether it is more important to discard the item to get it out of the catalog or to preserve the HOLDS. (You can suspend HOLDS for 24 hours or wait for it to lose popularity before discarding it from the system.)

Sonja suggested that **libraries should replace such a popular book immediately with a new barcode and then it's back in the HOLDS rotation.**

Kim agreed that the continuity of the HOLDS is more important than getting it out of the system

Hannah explained that it is simple to edit the barcode with the replacement item.

Dawn asked for an explanation of the difference between TRACE and LOST.

Claire: Lost is all to do with Patron – the item is NOT in your library because the patron has lost it.

Trace: The item is supposed to be in the library but you cannot find it.

4. Discuss impact of expansion on current members (Ken Adams)

Ken told the group that Lincoln County Library has modified their policy to match ours and would like to join Partners.

Claire asked if they had made any cost estimates to which Sami replied that they have compared mailing in crates to the current practice of mailing items to individual libraries.

Nansu mentioned that at BPL, all transits are sent by carrier except for those going to FCL. Mailing will increase postage significantly. And that we all need to be aware of and find our way for expansion.

Claire offered a reminder for the need to start thinking about MPL as a hub. This would allow us to use the current carrier system already in place start looking at cost sharing and efficiency. **She asked Nansu to send her information via email as to the volume of transits she sends from BPL to FCL each month.**

Honore said that it would be easy for MPL to be the hub if crates were not mixed with various libraries materials that would have to be sorted.

Claire asked what is the volume that Sami would be doing and Ken replied that NVPL is similar size and could be used as a guide.

Kim asked when the new upgrade will be in place to fix the current hold problem of not looking to a library's branches or nearest library first.

Ken assured her that Symphony will correct this "bug" but is another reason to hold off since it also "hammers" new libraries with so many new HOLDS.

Jemma will test this and the production server upgrade should be available in mid-January.

Sonja suggested that a motion be made to **wait until Symphony is in place and has been tested to allow new libraries to join Partners.**

Sami is willing to wait.

Ken thought that the collection exchange module in Symphony may be the same as an enhanced holds matrix but Patty thought that Collection Exchange is something else – more like a Floating Collection.

Bob joined the meeting and talked about the potential for ILL reimbursement being repurposed and that the thinking at MSL is to use the proposed one time monies for a pilot project for transporting materials. He wondered if this would have an impact on Partners even though the major goal is resource sharing.

Honore and Sonja each thanked Bob and Darlene at the State Library for coming up with the proposals and legislative issues that they are pursuing on our behalf.

5. Discuss ramifications of school libraries joining -not to be confused with School/Community libraries (Ken Adams)

Ken let everyone know that several schools have asked about joining Partners and asked for our opinion. How can it work? Schools are closed during summer many do not charge fines.

Claire explained that fines are a non issue because they can be waived by the school library. Check out periods would not have to be a problem either and volunteers might be willing to come in during the summer to fill the HOLDS.

Honore said that schools may run summer reading program so that someone would be in the library on a regular basis.

Sonja asked if the Onshelf Holds can be turned off but Ken said that they would have to change a number of the configurations and policies during that time and then re-enter them into the system in the fall.

Kim asked if they could make items non holdable for 2 months but Jemma said it was difficult when Frenchtown's items were shadowed when they moved their library to storage during construction and it would mean creating users and locations to change all of that.

Ken agreed that it is not in best interest of Partners to allow schools until a system could be worked out.

Honore asked **everyone to think about how to make this work.** We do not want it to be "US" and "Them" It is all of us trying to create a better system for the state of Montana. **It should be up to School libraries to decide if they want to share materials.**

Gloria asked about making items non-Hold-able for such things as displays.

Claire talked a bit about the Grab-n-Go collection which Polson is also doing by making sure that there is at least one other copy available for HOLDS.

Patty explained to Jodi that **you may select item level HOLDS for your own items for a display that will not deplete another library's items.**

Kim brought up something to talk about further at next meeting. **Bills Paid.**

Records of materials previously borrowed -once paid, the history does not go away. We must remove Paid Bills every 6 months (or better yet 1 or 2 months).

Jemma mentioned that if you had a bill on a Partner item, it is still in the system – even if you clear the accounts from your library regularly.

Kim will email the group with the steps for removing Bills Paid from User accounts.

Next meeting: February 10, 2009 12:00pm.

With no further business, Sonja adjourned the meeting and everyone simultaneously shared Happy Holiday greetings!

Minutes submitted by: Jodi Oberweiser, Drummond School Community Library